



LOS ANGELES COUNTY COMMISSION ON HIV

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While not required of meeting participants, signing-in constitutes public notice of attendance. Presence at meetings is recorded solely based on sign-in sheets, and not signing-in constitutes absence for Commission members. Only members of the Commission on HIV are accorded voting privileges, thus Commissioners who have not signed in cannot vote. Sign-in sheets are available upon request.

Approved
3/16/2010

PRIORITIES AND PLANNING (P&P) COMMITTEE MEETING MINUTES

February 16, 2010

| MEMBERS PRESENT | MEMBERS ABSENT | PUBLIC | PUBLIC, CONT. | COMM STAFF/ CONSULTANTS |
|----------------------------------|-----------------------------|------------------|-----------------------------------|----------------------------|
| Jeffrey Goodman, <i>Co-Chair</i> | Kathy Watt, <i>Co-Chair</i> | Robert Boller | Jenny O'Malley | Jane Nachazel |
| Douglas Frye | Robert Butler | Jim Chud | Jason Wise | Glenda Pinney |
| Bradley Land | Fredy Ceja | Miguel Fernandez | | Craig Vincent-Jones |
| Ted Liso | Michael Green | Susan Forrest | | |
| Quentin O'Brien | Anna Long | Aaron Fox | HIV EPI AND OAPP STAFF | |
| | | David Giugni | | |
| | | Terry Goddard | | |
| | | Paul Meza | | |

CONTENTS OF COMMITTEE PACKET

- 1) **Agenda:** Priorities and Planning (P&P) Committee Meeting Agenda, 2/16/2010
- 2) **Minutes:** Priorities and Planning (P&P) Committee Meeting Minutes, 1/26/2010
- 3) **Spreadsheet:** Grant Year 19 Ryan White Part A & B Expenditures and Single Allocation Model (SAM) Care by Service Categories as of December 31, 2009, 1/25/2010
- 4) **Summary Key:** Ryan White Part A/B and SAM Care Expenditures by Service Categories, *on-going*
- 5) **Table:** Priorities and Planning Committee Meeting Locations, 1/28/2010
- 6) **Table:** Fiscal Year 2010 Priority- and Allocation-Setting Committee and Commission Schedule, 2/16/2010
- 7) **Program/Planning News:** FY 2011 Priority- and Allocation-Setting Process Meeting Schedule, 2/16/2010
- 8) **PowerPoint:** FY 2011 Priority- and Allocation-Setting Process: Paradigms and Operating Values, 2/16/2010
- 9) **Summary:** Fiscal Year 2010 Priority- and Allocation-Setting Paradigms and Operating Values, 4/7/2009

1. **CALL TO ORDER:** Mr. Goodman called the meeting to order at 1:55 pm.
2. **APPROVAL OF AGENDA:**
MOTION #1: Approve the Agenda Order (*Postponed*).
3. **APPROVAL OF MEETING MINUTES:**
MOTION #2: Approve the Priorities and Planning (P&P) Committee Meeting minutes (*Postponed*).
4. **PUBLIC COMMENT, NON-AGENDIZED:** There were no comments.
5. **COMMISSION COMMENT, NON-AGENDIZED:** There were no comments.
6. **PUBLIC/COMMISSION COMMENT FOLLOW-UP:** There were no comments.
7. **CO-CHAIRS' REPORT:**
 - Ms. Watt will be out of town for two weeks to attend meetings with the CDC and other agencies.
 - The Priority- and Allocation-Setting Program/Planning Brief meeting schedule was released with the rest to follow shortly.

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8. **FY 2009/2010 EXPENDITURES:** The report was postponed.
9. **FY 2010 PRIORITY- AND ALLOCATION-SETTING (P-and-A):**
 - A. **Evaluation of FY 2010 Process:**
 - Mr. Vincent-Jones noted the FY 2010 process, January 2009 through December, included a special SPA 1 allocation.
 - Budget cuts were announced in August, spurring development of a revised FY 2009 plan to address them.
 - Mr. Land suggested starting new P-and-A by November to allow time for existing P-and-A review in March following confirmation of the Ryan White award.
 - Mr. Goodman noted that complexity of the process had not been as effectively communicated as could have been. He also suggested that the Consumer Caucus take a more proactive and assertive role.
 - Ms. O'Malley expressed concern about individual members' conduct during the meetings, and their failure to adhere to the code of conduct. She felt members should be reminded of the purpose of their involvement.
 - Mr. Guigni suggested that community education, communication and involvement occur earlier in the process.
 - ➡ Staff will prepare a summary of the P-and-A activities that occurred during 2009.
 - ➡ Review Rules of Conduct at Commission meetings addressing difficult subjects and work to enhance community participation through educational briefs, the Consumer Caucus and provider-client interaction.
 - B. **FY 2011 Paradigms and Operating Values:**
 - Mr. Vincent-Jones presented an overview of paradigms, the ethical decision-making framework, and operating values, the codes of conduct for the P-and-A process. Choosing the paradigms and operating values helps ensure a unified perspective for making decisions.
 - Last year it was decided to adopt the prior year's selections to be consistent with the comprehensive care plan cycle. It was decided to revisit selections this year in light of last year's unprecedented economic climate, and how that may have given stakeholders reason to reconsider how they want to approach priority- and allocation-setting.
 - Both Committee members and public participated in the discussion and selection of paradigms and operating values.
 - Creative approaches to maximize resources and service excellence were emphasized, especially for smaller providers. The selected paradigms were felt to balance client concerns and system effectiveness, though others were considered that emphasize past achievements (merit) or other funding (market). Ryan White already assumes funding of last resort.
 - ➡ Results as detailed below will be forwarded to the 2/23/2010 meeting for ratification:
 - Paradigms**
 - Compassion: rescuing those who cannot support themselves/assisting the weak/suffering
 - Equity: relatively equal portions with attention paid to severe need
 - Utilitarianism: greatest good for the greatest number
 - Operating Values**
 - Access: ensuring access to the process for all stakeholders and/or constituencies
 - Efficiency: accomplishing the desired operational outcomes with the least use of resources
 - Quality: the highest level of competence in the decision-making process
10. **SERVICE CATEGORY PRESENTATIONS:**
 - ➡ Staff will coordinate with Ms. Wu on information for the designated service category presentations.
11. **PROCUREMENT/SOLICITATION PROCESS REFORM:** This item was postponed.
12. **ADVERSITY SECTORS:** The item was postponed.
13. **GEOGRAPHIC ESTIMATE OF NEED FORMULA:** This item was postponed.
14. **HOSPICE SERVICES NEEDS ASSESSMENT:** This item was postponed.
15. **MONITORING GOALS/OBJECTIVES:** This item was postponed.
16. **COMMITTEE WORK PLAN:** This item was postponed.
17. **OTHER STREAMS OF FUNDING:** This item was postponed.
18. **STANDING SUBCOMMITTEES:** This item was postponed.
19. **NEXT STEPS:** There was no additional discussion.

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20. **ANNOUNCEMENTS:** There were no announcements.

21. **ADJOURNMENT:** The meeting was adjourned at 4:25 pm.